

SPECIAL MEETING MINUTES

SCHOOL CAREER TECHNICAL PROGRAM RENOVATION PROJECT BUILDING COMMITTEE

July 13, 2015

Town Hall Lower Level Conference Room L-100

- I. Call to Order – The meeting was called to order at 4:30 PM by the Chairperson, Dr. Finkelstein.
- II. Roll Call - Members present: Dr. Marc Finkelstein, Chairperson; Clarke Castelle; and Dave Nagel. Others present: William Collins, PhD, Superintendent of Schools (left at 4:45 PM); Rusty Malik and Jim Healy, Quisenberry Arcari Architects; and Jeff Baron, Director of Administrative Services.
- III. Public Participation – None.
- IV. Approval of Prior Meeting Minutes –Mr. Nagel made a motion that the minutes of the May 7, 2015 meeting be approved as written. A second to the motion was made by Mr. Castelle. The motion passed unanimously.
- V. Wallace Middle School Project Update – Presented by Mr. Healy. The project is on schedule. The exterior masonry is complete. Most of the metal stud framing is complete. The rough plumbing and rough electrical is in progress. The contractor, Scope Construction, is tying the roof back into the parapet. The Contractor's schedule calls for completion by October 27th. Staff has been pushing for an October 1st completion. The exterior window wall system, the longest lead time item, was expected to be shipped a week later than anticipated. If it arrives in a timely manner, there is no known reason why completion can't occur by October 1st. The Board of Education has a contingency plan if the Academy can't be used in August or September.
- VI. Consider and Take Action on Change Order Requests – Mr. Baron presented a Change Order Log prepared by the Board of Education's Chief Finance and Operations Officer, Lou Jachimowicz, for each project at Wallace Middle School. Regarding the 0104 Hazardous Materials project, there were two credits that had been received and included in Change Order No. 1, totaling \$14,600. Potential Change Order No. 5, approved at the prior meeting, had increased by \$609. New Potential Change Orders (PCO) included No. 7, a credit of \$4,759 for parapet framing modification; PCO No. 8 for \$683 for spread footings; PCO No. 9 for \$1,441 for a slab extension at the door openings; PCO No. 10 for \$473 to cut the slab to fit the bottom tack at the foundation; PCO No. 11 for \$4,000 to demolish the unstable north interior wall; PCO No. 12 for \$3,226 for parapet insulation; and

PCO No. 13 for \$4,000 for relocating the rain leaders away from the windows. Backup documentation received from the Contractor was provided to the Committee for PCO Nos. 8, 9, 10, and 12. The unstable interior wall is at the north entrance to the wing, and was shown on the original building drawings as being tied in to the corridor wall. Field conditions determined this to be otherwise, which is not normal construction practice. Regarding the 0102 Renovation project, the scope of work for previously approved PCO No. 1 increased by \$88,958. This included the exterior lighting, originally approved in the other project. The largest changes were for custom mill work changes and additional electrical work. This PCO does not include anticipated credits of \$15,000 for changes in hallway lighting, as no supporting documentation had been received for the credit. The additional PCOs for this project included PCO No. 3, a credit for \$850 to eliminate the window shade attic stock; and PCO No. 4 a credit of \$10,970 for a change to the folding partition. Backup documentation received from the Contractor was provided to the Committee for PCO Nos. 1 and 4. Mr. Castle made a motion that the Committee approve the new Potential Change Order requests and modifications as requested and presented for John Wallace Middle School, totaling \$82,808.98*, including a total of \$5,671.00* for project 094-0104, hazardous material removal, and a total of \$77,137.98 for project 094-0102, alterations. A second to the motion was made by Mr. Nagel. Discussion: the Chair asked if the new change order requests were within each project's financial limits. Mr. Baron replied that they were. If approved, there would be a remaining open balance for any additional change orders of \$8,791.99 for the hazardous materials project and a remaining balance for additional change orders and additional furniture, fixtures and equipment purchases of \$98,012.19 in the renovation project. \$98,268.80 has already been encumbered for furniture, fixtures and equipment. Mr. Castle asked if there were any other known potential change orders. Mr. Healy replied that the rooftop units had unacceptable pressure treated wood blocking. The Building Inspector had suggested a modification from the State Building Official, but the Project Architect's engineer has suggested constructing a duct down from the ceiling for each unit to remove the wood blocking from the air plenum. The cost for that is expected to be roughly \$5,000. All Potential Change Orders are those that were known specifically through Wednesday of the previous week. The motion passed unanimously by a vote of 3 YES to 0 NO.

VII. Other Business Pertinent to the Committee – None.

VIII. Public Participation – None.

IX. Response to Public Participation – None.

X. Adjournment – the meeting adjourned at 5:02 PM.

* The \$4,000 for PCO No. 13 was not included in this figure (Editor's Note)